



David Cedarholm, PE  
*City Engineer*

**CITY OF CONCORD**  
*New Hampshire's Main Street™*  
***Community Development Department***

**CITY OF CONCORD  
POLES AND WIRES COMMITTEE**

**MEETING MINUTES**

DECEMBER 13, 2019 – 2:00 PM  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, CITY HALL

**ATTENDEES**

David Cedarholm, City Engineer  
Heather Shank, City Planner  
Chip Chesley, Director, General Services Department  
Paul Gendron, City Surveyor  
Richard Wollert, Concord Fire Department  
Sue Golden, Deputy Assessor

**CALL TO ORDER**

David Cedarholm called the meeting to order at 2:05 PM.

**APPROVAL OF 9/20/19 MEETING MINUTES**

Mr. Cedarholm opened the item. Heather Shank moved to approve the 9/20/19 Poles and Wires Committee meeting minutes. Chip Chesley seconded the motion to accept the minutes. The minutes were approved.

Mr. Cedarholm asked Paul Gendron to outline the agenda. Mr. Gendron stated that there are six projects on the agenda, a follow up for Unitil, and five projects for segTEL involving nine streets.

**FINAL APPLICATIONS**

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1. Unitil Energy Systems, Inc., Request for Licensure of one utility pole within a City Right-of-Way.  
Liberty Street

Mr. Gendron stated that this application is for one pole at the intersection of Liberty Street and West Washington Street. He stated that a pole at the northwest corner of the same intersection had been damaged last winter, and that a new pole was placed at the southwest corner of the intersection. He stated that the Committee conditionally approved the application on June 21, subject to further review of the location by Rick Wollert and himself with Stan Balch of Unitil Energy Systems. He stated that the pole has been placed and the license can now be signed.

2. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way.  
Storrs Street, Dubois Avenue, and Low Avenue

Mr. Gendron stated that this application is for the installation of fiber to service the proposed Bangor Savings Bank on North Main Street and Low Avenue. While showing a map of the area, he stated that segTEL has existing plant to the intersection of Storrs Street and Pleasant Street Extension. The current application is for new plant extending northerly along Storrs Street to Dubois Avenue and then Low Avenue. He indicated that segTEL is in active discussions with the pole owners for their approval and make ready work.

Mr. Gendron stated that the owner of the property at 97 Storrs Street, which is at the corner of Storrs Street and Depot Street, is in discussions with the City to redevelop the property. He stated that he was aware of discussions that involved the removal of poles and the undergrounding of utilities.

He recommended that the application be conditionally approved subject to the final approval of the pole owners, the pole owners finalizing their make ready work, and Mr. Wollert finalizing his make ready work. He also suggested that it be a condition of the license that if in the future, utility poles are removed and utilities are placed underground, that segTEL will relocate their infrastructure at their own cost.

Mr. Chesley made a motion to approve the application. Ms. Shank seconded the motion and the application was approved subject to the conditions.

3. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way.  
Hazen Drive

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Mr. Gendron stated that this application is for the installation of fiber to service the Department of Safety building at 33 Hazen Drive. While showing a map of the area, he stated that segTEL has existing plant on East Side Drive and the current application is for new plant extending westerly along Hazen Drive. He indicated that segTEL is in active discussions with the pole owners for their approval and make ready work and that Hazen Drive is a State maintained road, therefore, the Committee does not need to license the application, however it will be recorded in the Poles and Wires records. He also stated that the total length of fiber will be added to the GIS system under the State road category, and the Assessing Department will be made aware of it. He stated that he would inform the applicant that they need to wait until final approval of the pole owners, the pole owners finalizing their make ready work, and Mr. Wollert finalizing his make ready work.

4. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way.  
Manchester Street and Integra Drive

Mr. Gendron stated that this application is for the installation of fiber to service the property at 12 Integra Drive. While showing a map of the area, he stated that segTEL has existing plant along Manchester Street to a location opposite 95 Manchester Street. The current application is to continue along Manchester Street and then along Integra Drive. He indicated that segTEL is in active discussions with the pole owners for their approval and make ready work. He recommended that the application be conditionally approved subject to the final approval of the pole owners, the pole owners finalizing their make ready work, and Mr. Wollert finalizing his make ready work.

Mr. Cedarholm made a motion to approve the application. Ms. Shank seconded the motion and the application was approved subject to the conditions.

5. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way.  
Perley Street and South Main Street

Mr. Gendron stated that this application is for the installation of fiber to service the property at 76 South Main Street, which is being converted from a pharmacy to Ledyard Bank. While showing a map of the area, he stated that segTEL has existing plant along South State Street. The current application is to continue easterly along Perley Street and then along South Main Street. He indicated that segTEL is in active discussions with the pole owners for their approval and make ready work. He recommended that the application be conditionally approved subject to the final approval of the pole owners, the pole owners finalizing their make ready work, and Mr. Wollert finalizing his make ready work.

Ms. Shank made a motion to approve the application. Mr. Chesley seconded the motion and the application was approved subject to the conditions.

6. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way.  
Sheep Davis Road

Mr. Gendron stated that this application is for the installation of fiber to service the Rymes business at 257 Sheep Davis Road. While showing a map of the area, he stated that segTEL has existing plant along Pembroke Road and Sheep Davis Road south of Pembroke Road. The current application is to continue northerly along Sheep Davis Road. He indicated that segTEL is in active discussions with the pole owners for their approval and make ready work and that Sheep Davis Road is a State maintained road, therefore, the Committee does not need to license the application, however it will be recorded in the Poles and Wires records. He also stated that the total length of fiber will be added to the GIS system under the State road category, and the Assessing Department will be made aware of it. He stated that he would inform the applicant that they need to wait until final approval of the pole owners, the pole owners finalizing their make ready work, and Mr. Wollert finalizing his make ready work.

### **NEW BUSINESS**

Mr. Gendron indicated that the meetings for 2020 will be March 20, June 19, September 18, and December 11.

A brief discussion ensued regarding a meeting Ms. Shank, Mr. Cedarholm, and Mr. Gendron had with Sean Conway of Verizon Wireless, regarding their plans to install 30 small cell sites within the City.

### **OLD BUSINESS**

None.

### **ADJOURNMENT**

There being no further items to discuss, Ms. Shank made a motion to adjourn and was seconded by Mr. Chesley.